

January 21, 2020

**SUBJECT: 2019 Design Review Advisory Committee Annual Report**

Honorable Members of the Town Council and Town Plan & Zoning Commission,


In accordance with the requirements outlined in Chapter 5, Section 1(B) and Chapter 177, Section 54 of the West Hartford Code of Ordinances, please accept this correspondence as the 2019 Annual Report of the Design Review Advisory Committee.

The West Hartford Design Review Advisory Committee met for approximately seventeen (17) hours in its twelve (12) special meetings in the 2019 calendar year. During this period a total of nineteen (19) referrals were taken up for consideration. A specific breakdown of the Committee's activity is listed in the chart below.

2019 Design Review Advisory Committee Annual Report	
Number of Scheduled Special Meetings	12
Total Meeting Hours	17.25
<b>Application Type</b>	
Referrals from Town Council – Special Development Districts	9
Referrals from the Town Planner	10
Referral from Town Plan & Zoning Commission	0

For the 2020 calendar year, the Design Review Advisory Committee will continue to hold meetings on a project-by-project referral basis and anticipates participation in the review of planning and development related studies and initiatives as may be referred from the Town Council, the Town Plan and Zoning Commission, and the Town Planner. In addition, the Committee will explore updating its "Design Performance Criteria."

Sincerely,



Jeffrey Gebrian  
DRAC Chairman

cc: Matthew Hart, Town Manager  
Mark McGovern, Director of Community Development  
Dallas Dodge, Corporation Counsel  
Essie Labrot, Town Clerk